

Dewsbury Town Deal Board

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Wednesday 26 October 2022

Notice of Meeting

Dear Member

Dewsbury Town Board

The **Dewsbury Town Board** will meet in the at **4.30 pm** on **Thursday 3 November 2022**.

The items which will be discussed are described in the agenda and there are reports attached which give more details.



Keith Ramsay
Chair

The Dewsbury Town Board members are:-

Member	Responsible For:	
Keith Ramsay	Mid Yorkshire Hospitals NHS	Chair
Councillor Shabir Pandor	Leader of the Council	Leader of the Council
Mark Eastwood, MP	Member of Parliament	Central Government
Iqbal Bhana (OBE, DL)	Senior Business Consultant	Business Sector
Paul Burnett	Empire House – Targetfollow	Business Sector
Fara Butt	Shire Beds Ltd	Business Sector
Martin Walsh	Dewsbury Town Board	Business Sector
James Conn	UK Greetings	Business Sector
Sue Baker	Dewsbury Community Outreach	Community Sector
Peter Mason	Dewsbury Town Board	Developer Sector
Palvinder Singh	Principal and Chief Executive, Kirklees College	Education Sector
Nancy Barrett	Chief Executive, Brigantia Creative and Creative Director, Creative Scene	Creative Sector
Martyn Broadest	Connecting Housing	Housing Sector
Heather Waddington	Head of European Structural and Investment Funds, and Future Funding Policy	Observer
Charles Smith	Head of Region North East and Yorkshire – Historic England	Observer

Agenda

Reports or Explanatory Notes Attached

Pages

1: Membership of Dewsbury Town Deal Board

To receive apologies for absence from Board Members who are unable to attend this meeting.

2: Declaration of Interests

Members will be asked to advise if there are any items on the Agenda in which they have a Disclosable Pecuniary Interest, which would prevent them from participating in any discussion on the item of participating in a vote upon the item, or any other interests.

3: Minutes of Previous Meeting

1 - 6

To approve the minutes of the meeting of the Board held on 22 September 2022.

4: Public Question Time

The meeting will hear any questions from the general public.

Members of the public can ask questions relating to the work of the Town Board or issues set out in this agenda.

5: Matters Arising 4:30 - 4:35

To consider any matters arising.

6: Cultural Events 4:35 - 4:55

To receive a presentation relating to Cultural Events.

Kath Wynne-Hague, Head of Culture and Tourism

7: Creative Hub Proposal 4:55 - 5:00

To receive a verbal update.

Nancy Barrett

8: Chairs Update 5:00 - 5:10

To receive a verbal update.

Keith Ramsay – Chair

9: AOB 5:10 - 5:15

To consider any other business.

Please notify the Chair of any other business items no later than Monday 31 October 2022.

10: Date of Future Meetings

The dates of future meetings are:-

15 December 2022
19 January 2023
23 March 2023
18 May 2023
20 July 2023
28 September 2023
16 November 2023

For Terms of Reference please visit

www.kirklees.gov.uk/beta/regeneration-and-development/pdf/deswbury-town-board-terms-of-reference-jan-2021.pdf

11: Exclusion of the Public

To resolve that under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting during the consideration of the following items of business, on the grounds that it involves the likely disclosure of exempt information, as defined in Part 1 of Schedule 12A of the Act.

12. Construction Skills Village 5:15 - 5:35

Exempt information.

13. Daisy Hill Neighbourhood Update 5:35 - 5:55

7 - 8

Exempt Information.

14. Risk Register and Business Case Update 5:55 - 6:15

9 - 30

Exempt information.

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Contact Officer: Leigh Webb

Dewsbury Town Deal Board

Thursday 22nd September 2022

Present: Keith Ramsay (Chair)
Councillor Shabir Pandor
Paul Burnett
Fara Butt
Martin Walsh
Sue Baker
Peter Mason
Palvinder Singh
Nancy Barrett
Martyn Broadest
Bruce Bird

In attendance: Joanne Bartholomew, Kirklees Council
Michelle Illingworth, Kirklees Council
Peter Thompson, Kirklees Council
Simon Taylor, Kirklees Council
Chris Duffill, Kirklees Council

Apologies: Iqbal Bhana (OBE, DL)
James Conn
Heather Waddington
Charles Smith

1 Membership of Dewsbury Town Deal Board

Apologies for absence were received on behalf of Iqbal Bhana, James Conn, Charles Smith and Heather Waddington.

In response to a question concerning the attendance of Bruce Bird, both the Chair and Joanne Bartholomew confirmed that Mr Bird had not been informed that he could not attend the meeting of the Board.

2 Declaration of Interests

No interests were declared.

3 Minutes of Previous Meeting

Dewsbury Town Board - 22 September 2022

With regard to Minute 6 relating to the old Library building, Bruce Bird highlighted that it had been reported at the meeting that the owner of the adjoining land could be a potential source of funds as the refurbishment of the library was in their interests. Contact details had been passed to Creative Hub.

Bruce Bird reported that the minutes had omitted an agreement with council officers that a consistent file naming protocol would be adopted and that files would be grouped by TIP project in the Teams/Chat area in order to improve data retention and access.

RESOLVED - That the minutes of the meeting of the Board held on 11 August 2022 were agreed as a correct record subject to the inclusion of the points set out above.

4 **Matters Arising**

With regard to the issue of the Construction Skills Village, Joanne Bartholomew, Service Director for Development, explained that the matter had been discussed at the last meeting and reported that the current timeline for funding in relation to the Riverside site would not deliver for the project and that alternative sites had been looked into.

RESOLVED – That Joanne Bartholomew and Chris Duffield speak with Palvinder Singh on the site issue, including any potential alternative to Riverside, along with details of timeframes and report progress to the next meeting of the Board.

5 **Public Question Time**

No questions were asked under this item.

6 **Risk Register and Business Case Update 4:30pm - 5:10pm**

The Board received an update on the Business Cases. Michelle Illingworth, ER Project Officer, informed the Board that all 10 business cases had gone through the Councils assurance process and had now been signed off by the Stage Gate Forum Members and summary documents had been submitted to DLUHC for approval

The Board was advised that the Arcade, Market, Cultural Events (included in the overall Creative Culture Programme), Fibre Capability, Building Revival and Daisy Hill had all now been approved by DLUHC. It was reported that summary documents have been submitted to DLUHC for Sustainable Transport Modes, Town Park and Creative Hub and Construction Skills Village and are awaiting approval. Project Adjustment Form (PAF) had also been submitted to DLUHC in respect of the Sustainable Transport Modes, and Town Park, which set out adjustments to outputs/outcomes. The Creative Hub project has also had a PAF submitted for the purpose of reporting outputs/outcomes and project spend separately to DLUHC from the Cultural Events project. These will form part of the overall assessment by DLUHC. Updates will be provided to the Board as to the outcome of the assessments of both the summary documents and project adjustment forms.

A high severity risk register had been submitted to the Board which highlighted high level risks associated with the projects. The Chair confirmed these would be updated and submitted as a standing agenda item at future Board meetings along

Dewsbury Town Board - 22 September 2022

with the business case updates. Questions and comments were invited on the status reports and risk register.

Board Members discussed the importance of the public being able to see action being undertaken on the projects in order to maintain confidence; the impact of inflation on the ability for projects to be delivered; and changes to the market.

With regard to the market, the Chair reported that he had spoken with traders who had welcomed the plans but did not want to decant prior to Christmas 2022. Containers are in place to ensure that all those traders who wish to decant are able to do so. It was reported that there is ongoing dialogue with traders to ensure they have a clear understanding of the situation. It was acknowledged that there were concerns regarding the delivery of what was originally envisaged within the financial envelope of £15m. Exercises are underway to look at where potential costs could be saved

With regard to the impact of the market project on other developments, Joanne Bartholomew explained that an overarching timeframe for projects would be represented to the Board.

In response to a question relating to the Town Park, seeking clarity with regard to who are classed as key stakeholders, Joanne Bartholomew undertook to provide the list to Board Members for information.

The Board noted that, in respect of Daisy Hill, decisions on demolition would be taken on a case-by-case basis. With regard to possible temporary use it was explained by Joanne Bartholomew that this was not straightforward and particularly difficult around car parking. An undertaking was given to identify those buildings purchased by the Council, along with any associated plans, to a future meeting of the Board.

During discussion of the risk register, Nancy Barrett requested an update on spend for the Cultural Event programme and enquired why the issue was not on the risk register. Michelle Illingworth explained that the original Creative Culture programme that is presented in the Town Investment Plan has now been split into two projects, that being the Creative Hub and Cultural Events and agreed that the Cultural Events project risks should be included in future updates to the board.

With regard to the Dewsbury Revival Grant Scheme, it was agreed that going forward the title and address of businesses can be included. Joanne Bartholomew explained that when reporting on shop fronts a map can be provided.

In response to a suggestion that unwanted grants could be re-allocated, the Chair commented that any transfer of funds would need permission and to have followed a process.

RESOLVED

- 1) That the Risk Register and Business Case Updates be noted.

- 2) That a report on the revamped Market Project be submitted to the next meeting of the Board.
- 3) That in respect of Daisy Hill, a report be submitted to a future Board meeting identify those buildings purchased by the Council, along with any associated plans.
- 4) That an update on spend for the Cultural Events Programme be submitted to the November Board meeting.
- 5) That the Cultural Events Programme be included separately on future Risk Register reports
- 6) That suggestions for how best to present Revival Grant Scheme information be emailed directly to Michelle Illingworth.

7 Creative Scene 5:10pm - 5:30pm

Nancy Barrett addressed the Board, in her capacity as Brigantia Creative Hub Chief Executive and highlighted that the minutes of the last meeting did not reflect the true position with regard to the project. It was clarified that Brigantia were not providing match funding for the project but would be seeking to apply for additional funding. Peter Thompson explained that due to escalating costs, additional funding was required beyond the £1.68m allocation. Nancy Barrett informed the Board that the budget that had been submitted amounted to approximately £80k above the £1.68m allocation and highlighted the need to re-forecast the budget and review what can be delivered.

It was reported that the project is not yet in the detailed design process as a result of the building not yet being acquired. Condition surveys have been undertaken and a conditional offer has been accepted. A tendering exercise is underway for a project manager and a grant offer from Kirklees Council is awaited.

During discussion of this item it was confirmed that there was not certainty that the project could be delivered within the current budget as the detailed design process, which could result in additional costs, could not be completed in advance of purchasing the property. Concerns were expressed as to budget certainty and potential escalating costs. Paul Burnett, Martin Walsh and Martyn Broadest highlighted the importance of having all the information in advance of any purchase and suggested possibly securing the conditional purchase of the building dependent on certain factors or putting the building into a Trust as an asset prior to seeking additional funds.

In response to questions from the Chair relating to funding sources, Nancy Barrett explained that a funding strategy was in place to explore funding through Historic England, WY Mayors Office and Kirklees Council Youth Service.

With regard to the issue of the serving of an enforcement notice on the owners of the old library building, Joanne Bartholomew undertook to look in to this but explained that the Council would not normally act whilst party to negotiations for a purchase process. Ms Bartholomew placed on record that the Council do not have any interest in the Old Library in terms of taking it on should the building be acquired by Brigantia Creative but not progress further to completion.

RESOLVED –

- 1) That a sub group be set up, using the expertise from within the Board, to work with Nancy Barrett to determine the best route forward, with an interim report to the next meeting of the Board
- 2) That up to £25k be delegated to the Chair to assist in progressing the project.

8 Communication Strategy 5:30pm - 6:00pm

Further to the presentation given at the last meeting, the Board received proposed costings with a view to beginning discussions with Kirklees Council to progress the communications strategy.

During discussion of this item, Bruce Bird highlighted the importance of physical marketing and promotion such as an open air gallery and the use of hoardings in the town.

RESOLVED –

That discussions be undertaken with Kirklees Council to access funding in order to progress the Strategy.

(Note: At this point, Councillor Pandor left the meeting)

9 UK Shared Prosperity Fund 6:00pm - 6:20pm

Chris Duffill, Head of Service - Business and Skills at Kirklees Council, provided an update in respect of the impact of the UK Prosperity Fund and the opportunities to align with the work going on in Dewsbury. It was explained that the UK Shared Prosperity Fund was a replacement for a number of European funding streams particularly in relation to business and skills.

It was reported that the Fund also has a community and place focus, including links with the levelling up agenda. The fund is administered by West Yorkshire Combined Authority and there is an allocation of £65m over 3 years for the region, with a Kirklees allocation of £5.82m. Examples of the types of activity the fund can support was outlined to the Board and it was explained that the next step was to develop a package of local projects.

RESOLVED –

That the update be noted and the Board be invited to feed in potential projects for potential funding through the UK Shared Prosperity Fund.

10 Skills Audit Update 6:20pm - 6:30pm

The Chair reported that, with the Board coming up to 3 years old in January 2023, it was the intention to undertake a skills audit during the autumn to ensure that the make up of the Board had the required skills and represented the people it serves.

RESOLVED –

That the update be noted.

11 Chairs Update 6:30pm - 6:45pm

The Chair advised the Board that there was no formal update under this item as the majority of updates were included within the business listed on the agenda.

12 Any Other Business 6:45pm to close

Sue Baker raised the issue of a current planning application for a 75 bed, 6 storey hotel/hostel to be sited on the car park next to school street. Concerns were expressed in relation to the application.

RESOLVED –

That a draft submission be compiled and shared as a potential Board representation in advance of the 5 October deadline.

13 Date of Next Meeting

The next meetings of the Board will take place at 4:30pm on: -

- 3 November 2022
- 15 December 2022
- 19 January 2023
- 23 March 2023
- 18 May 2023
- 20 July 2023
- 28 September 2023
- 16 November 2023

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